

# ORDER FOR SUPPLIES OR SERVICES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 09/30/2010		2. CONTRACT NO. (If any)		6. SHIP TO: Lt. Douglas Nelson		
3. ORDER NO. DTMA5N10330		4. REQUISITION/REFERENCE NO. CMDT10-078		a. NAME OF CONSIGNEE U.S. MERCHANT MARINE ACADEMY		
5. ISSUING OFFICE (Address correspondence to) U.S. Merchant Marine Academy (Procurement) MMA-5206, Division of Procurement  Kings Point NY 11024-1699				b. STREET ADDRESS Commandant's Office		
				c. CITY Kings Point	d. STATE NY	e. ZIP CODE 11024-1699
7. TO:				f. SHIP VIA		
a. NAME OF CONTRACTOR				8. TYPE OF ORDER		
b. COMPANY NAME Staples, Inc.				<input checked="" type="checkbox"/> a. PURCHASE		<input type="checkbox"/> b. DELIVERY - Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.
c. STREET ADDRESS 45 Cedar Ln				REFERENCE YOUR:		
				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.		
d. CITY Englewood	e. STATE NJ	f. ZIP CODE 07631-4802				
9. ACCOUNTING AND APPROPRIATION DATA - 70 - X85030 - 00 2010 - - 6GB - - SHUT001 - 0000 - - 540000 - - - 31110 - 6100 - 6600 -				10. REQUISITIONING OFFICE U.S. MERCHANT MARINE ACADEMY		

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT	
<input type="checkbox"/> a. SMALL	<input checked="" type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED	Destination	
<input type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> e. HUBZone	<input type="checkbox"/> f. EMERGING SMALL BUSINESS			
13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS	
a. INSPECTION USMMA KINGS POINT, NY	b. ACCEPTANCE USMMA KINGS POINT, NY				

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	SEE LINE ITEM DETAIL  <b>CREDIT CARD PURCHASE</b>					
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.			17(h) TOT. (Cont. pages)
	21. MAIL INVOICE TO: Justin Breeden					
	a. NAME USMMA A/P Branch, AMZ-160					
	b. STREET ADDRESS (or P.O. Box) USMMA A/P Branch, AMZ-160, PO Box 25710				\$5,955.64	17(i) GRAND TOTAL
	c. CITY Oklahoma City	d. STATE OK	e. ZIP CODE 73125			

22. UNITED STATES OF AMERICA BY (Signature)  <i>Matthew S. Diah</i>	23. NAME (Typed) Max Diah TITLE: CONTRACTING/ORDERING OFFICER
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RECEIVING REPORT

SHIPMENT	PARTIAL		DATE RECEIVED	SIGNATURE OF AUTHORIZED U.S. GOV'T REP.	DATE
NUMBER	FINAL				
TOTAL CONTAINERS		GROSS WEIGHT	RECEIVED AT	TITLE	

[illegible]

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

DATE OF ORDER 09/30/2010		CONTRACT NO.		ORDER NO. DTMA5N10330		
ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	REGENCY LEGACY 71" BOAT CONFERENCE TABLE, MAHOGANY ITEM# 617826  Reference Requisition: CMDT10-078	3.00	EA	370.490	1,111.47	
0002	QUARTET 5' X 3' MELAMINE DRY-ERASE BOARD WITH ALUMINUM FRAME  Reference Requisition: CMDT10-078	1.00	EA	130.140	130.14	
0003	SAFE0 PLANMASTER DRAFTING TABLE, BASE ITEM# 518936  Reference Requisition: CMDT10-078	1.00	EA	398.990	398.99	
0004	STAPLES VERTICAL FILE CABINETS, 26 1/2" 4 DRAWER LETTER SIZE BLACK ITEM# 495795  Reference Requisition: CMDT10-078	2.00	EA	189.990	379.98	
0005	OFFICE STAR BLACK FAUX LEATHER RECEPTION COUCH ITEM# 660444  Reference Requisition: CMDT10-078	1.00	EA	759.990	759.99	
0006	BASYX LAMINATE WOOD COFFEE TABLE, BOURBON CHERRY ITEM# 768373  Reference Requisition: CMDT10-078	1.00	EA	142.490	142.49	
0007	OFFICE STAR FAUX LEATHER GUEST CHAIR, BLACK ITEM# 803315  Reference Requisition: CMDT10-078	18.00	EA	113.990	2,051.82	

**TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17i) ➡ \$4,974.88**

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

DATE OF ORDER 09/30/2010	CONTRACT NO.	ORDER NO. DTMA5N10330
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ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0008	QUARTET 8' X 4' TOTAL ERASE PORCELAIN DRY ERASE BOARD ITEM# 490058  Reference Requisition: CMDT10-078	2.00	EA	490.380	980.76	

**TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17i)** ➡ \$980.76

<b>Contract Level Funding Summary</b>	<b>Document Number</b> DTMA5N10330	<b>Title</b> FURNITURE	<b>Page</b> 5 of 6
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- 70 - X85030 - 00 2010 - - 6GB - - SHUT001 - 0000 - - 540000 - - - 31110 - 6100 - 6600 -

\$5,955.64

Reference Requisition: CMDT10-078

**Total Funding: \$5,955.64**

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## COMMERCIAL CLAUSES

### 1 52.252-02 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

Clause	Title	Date
52.213-02	Invoices	April 1984
52.213-03	Notice to Supplier	April 1984
52.222-03	Convict Labor	June 2003
52.232-01	Payments	April 1984
52.232-08	Discounts for Prompt Payment	February 2002
52.232-25	Prompt Payment	October 2008
52.233-01	Disputes	July 2002
52.243-01	Changes--Fixed Price	August 1987
52.246-01	Contractor Inspection Requirements	April 1984